

**CITY OF SANTA BARBARA  
AIRPORT COMMISSION**

**M I N U T E S**

**CALL TO ORDER**

The Regular Meeting on Wednesday, May 19, 2010 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**ROLL CALL**

Airport Commissioners:   **Chris Colbert**  
                                     **John Clark**  
                                     **William Gilbert**  
                                     **Bruce Miller**  
                                     **Scott Tracy**  
                                     **Kirk A. Martin**  
                                     **Patricia Griffin**

Staff:                           **Karen Ramsdell**, Airport Director  
                                     **Hazel Johns**, Assistant Airport Director  
                                     **Tracy Lincoln**, Airport Operations Manager  
                                     **Rebecca Fribley**, Sr. Property Management Specialist  
                                     **Mabel Shatavsky**, Airport Commission Secretary

**PUBLIC COMMENT**

1.     Speaker: Garry Abbott. The video recording of comments is available on the City of Santa Barbara's web site <http://www.santabarbaraca.gov/>. Recordings are available for 6-months.

**NOTICES**

2.     That the Lease Review Sub Committee met on Thursday, May 13, at 11:00 am in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3.     That on Thursday, May 13, 2010 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

**ACTION:**     Presented.

**CONSENT CALENDAR**

4.     SUBJECT:   MINUTES

RECOMMENDATION:   That Commission waive the reading and approve the minutes of the meeting of Wednesday, April 21, 2010.

5. SUBJECT: AIRLINE OPERATING PERMIT WITH FRONTIER AIRLINES, INC.

RECOMMENDATION: That Airport Commission approve and authorize the Airport Director to execute an Airline Operating Permit with Frontier Airlines, Inc., a Colorado Corporation, for operation of a scheduled commercial airline at the Santa Barbara Airport, effective June 1, 2010 and ending September 30, 2010, for a rental of \$930 per month for exclusive use space in the Airline Terminal, \$178 per month for 144 square feet office space in Building 258, at 629 Firestone Road, a pro-rata share of holdroom and baggage claim space, plus monthly landing fees of \$1.98 per thousand pounds of gross landed weight. **Approved the recommendation; Agreement No. 201041.**

7. SUBJECT: LEASE AGREEMENT – DYNASEN, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five-year Lease Agreement with Dynasen, Inc., a California Corporation, for 3,960 square feet of Building 305, and 2,400 square feet of land, at 20 Dean Arnold Place, at the Santa Barbara Airport, effective June 1, 2010, for a monthly rental of \$6,155, exclusive of utilities. **Approved the recommendation; Agreement No. 201043.**

8. SUBJECT: CONSENT TO SUBLEASE – TWIN LAKES GOLF COURSE, LLC AND HAYASHIDA AND ASSOCIATES PHYSICAL THERAPY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Sublease Agreement between Twin Lakes Golf Course, LLC., a California Corporation, and Hayashida and Associates Physical Therapy, as required by Lease Agreement No. 20,722, as amended. **Approved the recommendation; Agreement No. 201044.**

9. SUBJECT: LEASE AGREEMENT – NORTHROP GRUMMAN SYSTEMS CORPORATION ASTRO AEROSPACE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Northrop Grumman Systems Corporation Astro Aerospace, a Delaware Corporation, for 1,560 square feet of storage space in Building 251, Unit C, at 400 Robert Marxmiller Place, at the Santa Barbara Airport, effective June 1, 2010, for a monthly rental of \$1,092, exclusive of utilities. **Approved the recommendation; Agreement No. 201045.**

10. SUBJECT: APRIL 2010 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

**ACTION:** Motion/Second for approval of the consent calendar by Commissioners Griffin/Colbert. Unanimous voice vote.

## **ITEM REMOVED FROM CONSENT CALENDAR**

Commissioner Griffin stepped down for this item due to a conflict of interest:

6. SUBJECT: LEASE AGREEMENT – JM ROOFING COMPANY, INC., DBA ACTION ROOFING

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five-year Lease Agreement with JM Roofing Company, Inc, a California "S" Corporation, dba Action Roofing, for 8,453 square feet of fenced, paved land at 6180 Robert Kiester Place, at the Santa Barbara Airport, effective June 1, 2010, for a monthly rental of \$1,690. **Approved the recommendation; Agreement No. 201042.**

**ACTION:** Motion/second for approval by Commissioners Colbert/Clark. Majority voice vote (absent: Commissioner Griffin).

## **LIAISON REPORTS**

**ACTION:** Presented.

## **COMMISSION MATTERS**

11. SUBJECT: AIRLINE TERMINAL PROJECT GRAND OPENING EVENT

RECOMMENDATION: That the Commission Chair appoint two Commissioners to serve with him on an ad hoc committee to assist staff in planning for the Airline Terminal Project Grand Opening Event to be held in spring 2011.

**ACTION:** Commissioners Griffin and Martin were nominated to serve on the ad hoc committee. Both Commissioners accepted the nomination.

## **ADMINISTRATIVE REPORTS**

12. SUBJECT: LEASE AGREEMENT – ANNE & DONALD COLE, DBA SAN MARCOS FARMS

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Anne and Donald Cole, a Sole Proprietorship, dba San Marcos Farms, for 3,200 square feet of industrial/storage space in Building 116, Units B, C, and D, at 500 David Love Place, at the Santa Barbara Airport, effective June 1, 2010, for a monthly rental of \$1,728, exclusive of utilities. Approved the recommendation; Agreement No. 201046.

13. SUBJECT: STATUS REPORT ON THE AIRLINE TERMINAL CONSTRUCTION PROJECT

RECOMMENDATION: That Commission hear a presentation on the Airline Terminal construction project status. – Airport Director Karen Ramsdell

**ACTION:** Presented.

14. SUBJECT: FOOD & BEVERAGE AND RETAIL CONCESSION AGREEMENTS

RECOMMENDATION: That Airport Commission, Lease Review Subcommittee:

- A. Receive a report on the Concession solicitation process;
- B. Recommend the selection of First Class Concessions, Inc as the food and beverage concessionaire and M/E, Inc. as the news and gift concessionaire, for the new Airline Terminal; and
- C. Recommend approval of ten (10) year lease agreements effective upon the adoption of the enabling ordinance, with:
  - First Class Concessions, a California Corporation, for operation of a 1,000 square foot pre-security and a 1,900 square foot post-security food and beverage concession for a base monthly rental of \$1,000 or percentage rent, whichever is greater; and
  - M/E, Inc., a California Corporation, for operation of an 885 square foot news and gift concession for a base monthly rental of \$1,000 or percentage rent, whichever is greater.

**ACTION:** Motion/Second to recommend approval by Commissioners Tracy/Colbert. Unanimous voice vote.

**DIRECTOR'S REPORT**

15. A. Airport Operations
- Passenger Count
  - Aircraft Operations
  - Air Freight
- B. Programs
- 1. Air Service
  - 2. Communications Program
  - 3. Airport Noise Abatement Program
  - 4. Property Management
  - 5. Airline Terminal Public Arts Program
- C. Capital Projects
- 1. Airport Terminal Improvement Project
  - 2. Airfield Safety Projects Wetland Mitigation Plan
  - 3. Goleta Slough Tidal Circulation Demonstration Project
  - 4. Consolidated Rental Car Quick Turn Around Facility
- D. Council Actions

**ACTION:** Presented.

**ADJOURNMENT**

7:55 p.m., on order of Chair Miller.

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Karen Ramsdell, Airport Director

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Mabel Shatavsky, Recording Secretary